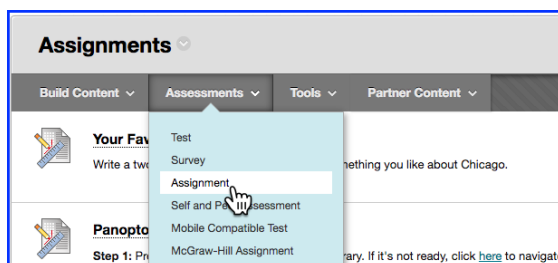


Panopto is an application that allows for the creation, editing, and streaming of video. One way Panopto can be used is as a tool for students to create an assignment and then submit it to Blackboard. This help sheet explains how to create an assignment and then how to access the student submissions for grading.

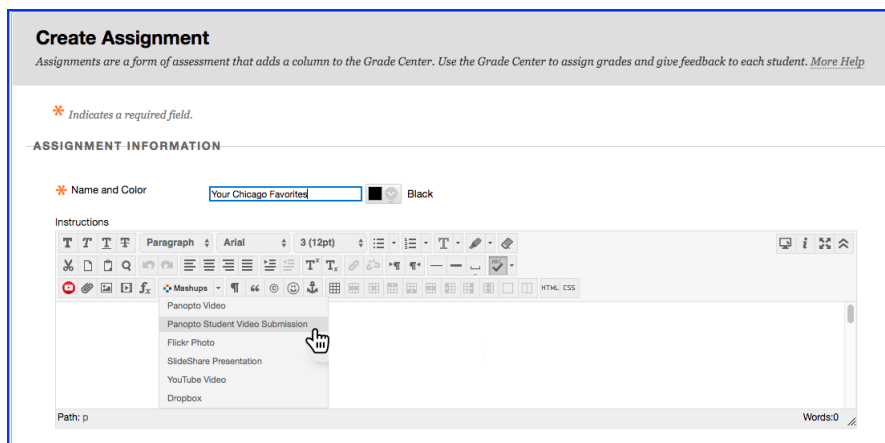
Process Steps

Create the Assignment

1. Open Blackboard and go to the course where the assignment will be created. Then, choose click the menu item where the assignment will “live.” (If you haven’t created the menu item [content area] where the assignment will be, create it before moving on.
2. From the content area, go to the “Assessments” drop-down menu and choose *Assignment*.

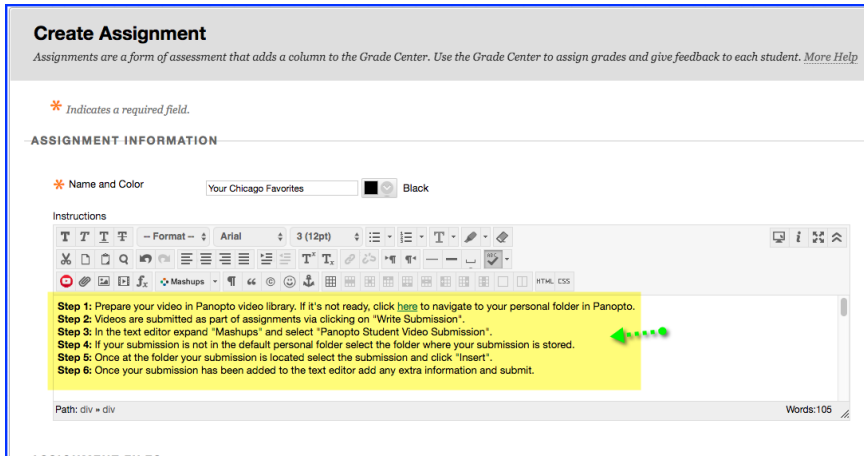


3. Enter the assignment name; then, in the textbox, choose *Panopto Student Video Submission* from the “Mashups” drop-down menu.

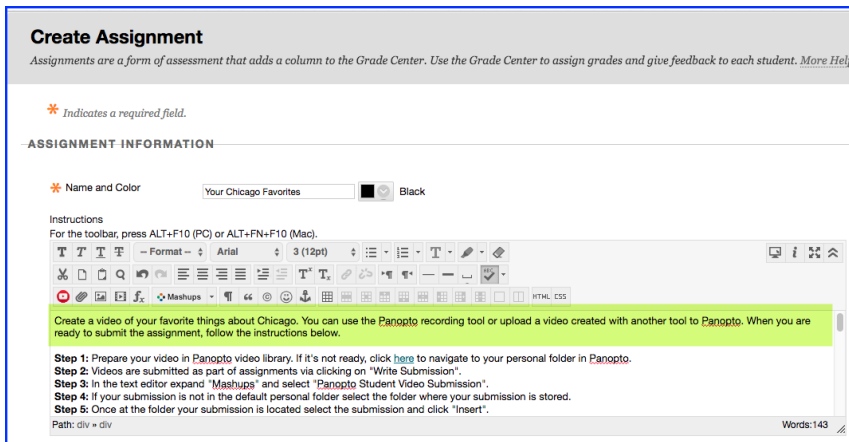


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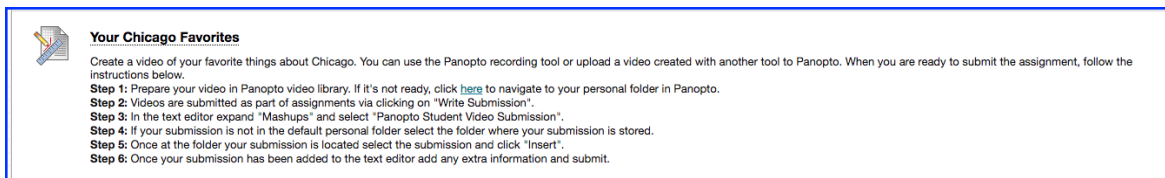
4. At the moment you select the mashup from step 3 above, the text editor box will load instructions. These instructions explain to students how to submit a video from Panopto.



5. You can add the assignment description before or after the Panopto text, but don't delete the Panopto text from the assignment description. When you have finished setting up the assignment, click [Submit](#).



6. In the content area, the assignment will display as created in the content editor box.

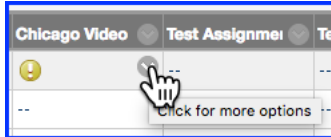


- 7.

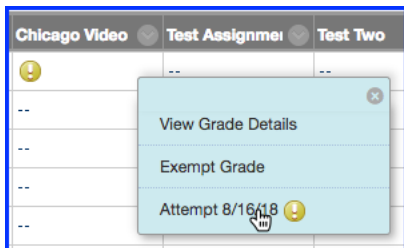
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Grading the Assignment

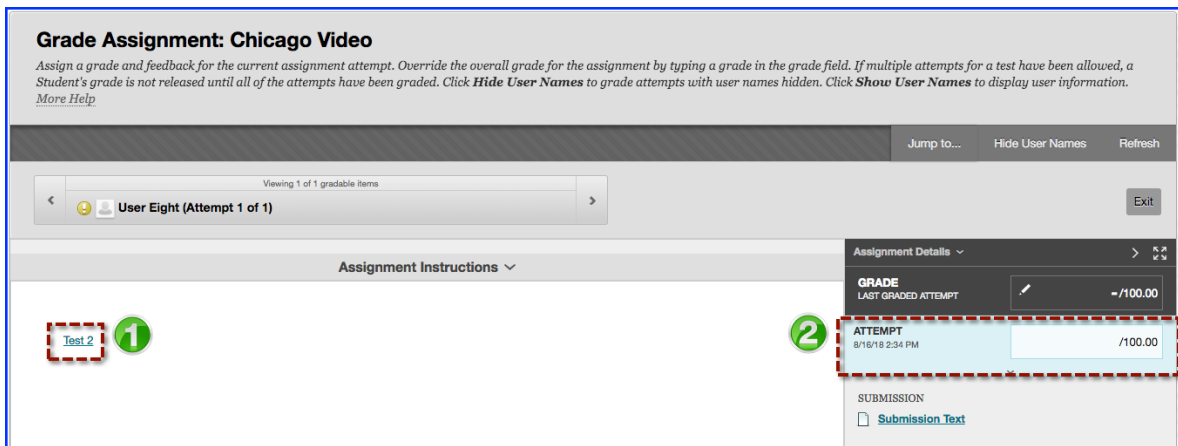
1. The assignment submissions are directly available from the Grade Center, just as any other assignment would be. To grade a video, look for the cells in the assignment's column with a gold exclamation mark; hover over the cell to see the drop-down menu arrow—click on it.



2. Choose *Attempt [date assignment was submitted]* to open the video to be graded.



3. The grading window will open, and in the area where you would normally see the student's paper you will see a link to the video. Click the link to watch the student's video (1) and then use the grading tools to grade the attempt (2).



Grade Assignment: Chicago Video
Assign a grade and feedback for the current assignment attempt. Override the overall grade for the assignment by typing a grade in the grade field. If multiple attempts for a test have been allowed, a Student's grade is not released until all of the attempts have been graded. Click **Hide User Names** to grade attempts with user names hidden. Click **Show User Names** to display user information. [More Help](#)

Jump to... Hide User Names Refresh

Viewing 1 of 1 gradable items

User Eight (Attempt 1 of 1) Exit

Assignment Instructions

1

2

GRADE
LAST GRADED ATTEMPT /100.00

ATTEMPT
8/16/18 2:34 PM /100.00

SUBMISSION
[Submission Text](#)